

**Board of Finance
Special Meeting Minutes
October 14, 2014**

Present: David Richardson, Fred Chmura, David Hosmer, Ronald Cabana, George McCoy, Wayne Durst, Glen Lessig, and Michael Dougherty. Absent: Mark Shamber

Guests: Allan Walker, Everett Cowley, Donna Stefanik, Linda and Michael Bernardi, Michelle Woz, David Fortin, Jeremy Serwer, Chandler Paquette, Frank Baran, Mitchell Eaffy, Viktor Toth, Cliff Davis, Richard Baron, Brian Musumeci, Preston Shultz and Megan Bard-Morse.

1. Call to Order: Chairman Michael Dougherty called the meeting to order at 7:03pm.

2. Seat Alternate if Necessary: Not needed at this time.

3. Approve Minutes from September 9, 2014: Under Old Business Mr. Dougherty said that they following sentence "Mr. Dougherty believes that the wages and insurance proposals may go to arbitration, and possibly mediation", should read "Mr. Dougherty believes that the wages and insurance proposals may go to mediation, and possibly arbitration."

George McCoy pointed out that he did not make a motion to approve the July 15, 2014 Meeting Minutes. It was determined by the Treasurer and the Clerk that Glen Lessig made the motion.

Glen Lessig, seconded by Wayne Durst, moved to accept the September 9, 2014 Meeting Minutes as corrected. Motion passed.

4. Accept Resignation of Wayne Durst – Full-Member: Chairman Dougherty read Wayne Durst's resignation as a full-member of the Board of Finance. Fred Chmura, seconded by Ronald Cabana, motioned to accept Wayne Durst's resignation, with Glen Lessig adding with regret to the motion. Motion passed.

Glen Lessig, seconded by Ronald Cabana, moved to seat David Hosmer as an alternate for the remainder of tonight's meeting. Motion passed.

5 & 6. Accept Nominations & Discussion for Full-Member; Appoint Full-Member:

Ronald Cabana, seconded by Glen Lessig, moved to appoint David Hosmer as a full-member of the Board of Finance. Being no discussion or further nominations, Chairman Dougherty called for a vote. Motion passed unanimously.

7. Review and Approve Board of Finance 2015-2016 Meeting Dates:

David Hosmer, seconded by Ronald Cabana, motioned to approve the 2015-2016 meeting dates as presented. Motion passed.

8. Old Business: Michael Dougherty asked First Selectmen Allan Walker for updates on the Camp Nahaco receiving matching funds from Eastford, the dump truck at the Transfer Station,

and videotaping meetings. Mr. Walker responded that there was nothing new to report on those subjects.

9. WPS School Facilities Upgrade Committee Presenting Project Recommendations: Chandler Paquette, chair of the WPS School Facilities Upgrade Committee, introduced David Stein from the firm of Silver/Petrucelli & Associates to review the proposed HVAC enhancements and the roof replacement and alterations at the Woodstock Elementary School and at the Woodstock Middle School.

David Stein explained that at the Woodstock Elementary School 60,590 square feet of the roof would be replaced. 3,358 square feet had been replaced in 2000, and that would not be replaced. He added that more roof drains would be added to the flat sections of roof, and that more ventilation would be added in the pitched roof sections. The contractors would strip the roof down to the decking. It is estimated that 5-10% of the decking would be rotten, and would be replaced. The roof would be replaced in sections, and could be done while school was in session, unless environmental concerns were discovered.

The roofs at Woodstock Middle School were replaced in 1994, and all 47,261 square feet of roof will be replaced. The roofs at WMS are all flat. More roof drainage will be added to the roofs, with a secondary drainage system in case the primary drainage system should fail.

Ronald Cabana asked if steel roofs had been looked at. Mr. Stein answered that they had, but that steel roofs are much more expensive and cost more to maintain.

Being no further questions on the replacement of the roofs, Mr. Stein turned to the new HVAC system at both schools.

The new HVAC would have a fully sealed and ducted air distribution system connected to roof-top mechanical units. It will circulate the air several times an hour, which will create a healthier environment for the students, teachers and staff. It will be designed for specific zones, and will be able to sense when the room is being occupied so that the system will not be running constantly in rooms that are not occupied. Sensors will be able to alert staff when maintenance of the system will be required.

New ceilings and lighting will need to be installed, along with the new duct work, and some structural improvements will be needed to support the new systems. The new HVAC will be modified to work with the current heating system.

David Richardson is concerned that this system will increase the electrical cost at both schools significantly. Mr. Stein feels that this is the most efficient system available at this time.

Glen Lessig stated that the new system could make the school safer, because windows would not have to be opened to let fresh air in during the warmer periods of the school year. Mr. Stein agreed, however he stated that the windows at the schools would not be replaced.

David Hosmer had concerns regarding the twenty year life span of the roof and the HVAC systems. If the Town goes out to bond on these projects, the roofs and the HVAC system may need to be replaced at the same time as the bond is paid off. Mr. Stein said with proper maintenance the roofs should last longer than 20 years, and the same with the HVAC system.

David Richardson asked Mr. Stein to break down the costs of the HVAC system. Mr. Stein explained that the A/C units would be 30% of the cost and the duct work would be 40% of the cost. The other 30% would be in control panels, structural supports and lightning.

Superintendent Frank Baran stepped forward to explain that he, the school principals, Viktor Toth and Paul Gamache, as well as the facilities manager Brian Musumeci went through both schools prioritizing what needs to be done to the schools.

At the Woodstock Elementary School the first priority would be a new generator. This would allow the schools to be operational during power outages, allow the security system to continue working, and to allow the sump pumps in the boiler room to remain operational.

David Richardson asked how many kilowatts the new generator would be. Facilities manager, Brian Musumeci said that it would be a 200kw generator. Mr. Richardson believed that a smaller one could handle the needs of the school. Mr. Musumeci stated that he believes that it is either a state mandate or a soon to be a state mandate that schools have a water supply when power is out. Mr. Baran also stated that he hopes that the schools would be used as town refuges during emergencies.

The next priority would be to eliminate the old leaching field. This area would be then used for bus parking, a storage area for parts for the buses, and eliminate the cost of maintaining the sewer line that runs through the area.

David Richardson asked what the cost was to maintain the sewer line. Dr. Baran replied that he was not sure. The school is now hooked up to the sewer system, and the tanks that are currently in the leach field would be removed.

The third priority is the public address/clock system. This is a safety issue, because the sound system cannot be heard throughout the school buildings. This system is very old, and it is in constant need of maintenance.

David Richardson asked why this project was not done with money from the non-lapsing account. Dr. Baran stated that school safety was not a concern until after the Sandy Hook tragedy.

George McCoy would like to bring up a point of order. He would like to get through tonight's presentation, and suggested that questions about specific projects be asked at a later meeting.

Glen Lessig agrees, and feels that it is not appropriate to ask questions about why a certain project was not completed with money in the past. Chairman Dougherty agreed with this point.

Mr. Richardson agreed to keep his questions to a minimum.

The fourth priority at the Woodstock Elementary School would be to enclose the vestibule in the 1950 wing of the school. This would help conserve energy and add security with enhanced secure access.

The fifth project would be to replace the 1957 compressor in the walk-in freezer. The parts for these compressors are becoming harder to acquire and a new compressor would save money in energy costs.

Priority number six would be to convert the greenhouse into a storage facility for janitorial supplies. At this point the greenhouse is no longer being used as a greenhouse and the extra storage area is desperately needed.

Other priorities are to replace the original lockers, paint the entire inside of the school, resurface the black top in the back of the school, and replace the picket fence around the playground.

David Richardson asked what the life expectancy of the black top would be. Brian Musumeci stated that he had asked people that, and was told that that was a question that could not be answered because "this is New England".

David Richardson asked how much it would be to paint the entire inside of the school and how much was spent in a year on maintaining the lockers. Brian Musumeci answered that it would probably be a few thousand dollars to paint the school and a few hundred dollars a year in maintaining the lockers.

David Richardson again pointed out that these projects would have to be re-done before the Town had repaid the bonds for these projects.

Next Dr. Baran moved to the priority list at the Woodstock Middle School.

The number one priority at the Woodstock Middle School is to expand the parking area and restructure the access road to Liljegren Road. This would increase safety and decrease the traffic congestion on Route 169 during pick up and drop off times.

Another project would be a district wide telephone system that would help with communication between both schools. Also the public address/clock system would be replaced at the same time.

Priority number three would be to replace and upgrade the control panels for the well pumps and the booster pumps. At the moment the gauges for the pumps are all visual and one alarm light is continually on. If the system fails, school will need to be closed until the system can be operational again.

Again David Richardson stated that this project should have been completed with money from the non-lapsing account.

A generator for the Middle School will be purchased for the same reasons as the Elementary School.

The gymnasium floor needs to be replaced. It is crumbling and becoming a safety hazard.

Other projects would be to take up carpets, replace lockers and paint the inside of the building.

After his presentation, Dr. Baran broke down the costs of the projects for each school. He further explained that some of the money will come from State of Connecticut reimbursements and security grants. The total cost for the Town would be \$5,723,603.00.

10. Citizen's Participation:

Glen Lessig asked what balancing the A/C unit meant. Mr. Stein explained that a third party engineer would be hired to make sure that the system was installed correctly and in proper working order. If this project was being done in a new school, the State of Connecticut would require this.

Wayne Durst asked if the only exhaust system at the Elementary School was by opening windows. Mr. Stein explained that there is an exhaust system in the school, but it is not functional. Dr. Baran also stated that at certain times of the year the air quality at the school is poor.

Mr. Stein also spent more time explaining the drainage system on the flat roofs of the buildings.

David Fortin asked how the generators would be reimbursed. Brian Musumeci stated that the money would come from a security grant. The generators would run the safety locks when the power was out. This will be more reliable than the battery backup that is no currently used.

Chandler Paquette the chair of the WPS School Facilities Upgrade Committee invited the Board of Finance to take a tour of the two schools. It was agreed to meet at the Woodstock Elementary School on October 21, 2014, at 6:00pm.

Board of Finance George McCoy thanks the committee for a very informative presentation.

Fire Marshall Richard Baron explains that the State is requiring a more extensive emergency drill. It was during this year's drill that the Fire Marshall realized that the public address system could not be heard in all parts of the buildings.

Mitchell Eaffy, a member of the WPS School Facilities Upgrade Committee stated that the committee was trying to prolong the life of the schools, so that new ones would not need to be built in the near future. He explained that the Town has recently upgraded the New Roxbury Village elderly housing units, upgraded the Highway Department, and is currently working on upgrades at the Transfer Station. It is now time for the schools to be upgraded.

David Hosmer mentioned that the Woodstock Elementary School was renovated in 2000-2001, and it needs to be done again.

Preston Shultz stated that school maintenance is always deferred, and that it should not continue. He is concerned about the solar panels on the Woodstock Middle School roof being a source of danger to fire personnel if there is a fire on the roof. Mr. Stein stated that the solar panels can be disconnected in case of emergencies. Preston Shultz also thought that geothermal systems should be checked into for heating and cooling of the buildings.

David Hosmer is concerned about how much it will cost to run the new HVAC system. Michael Dougherty agreed that that information needs to be obtained.

David Fortin would like to publicly thank Wayne Durst for all of his hard work that he has put into the Board of Finance, and he hopes that the board will take advantage of his offer to help in future endeavors.

11. Correspondence and Announcements: Michael Dougherty announced that the next regularly scheduled Board of Finance will be November 18. The tour of the Woodstock Public Schools will be held on October 21, at 6:00pm. Dr. Baran asked that everybody meet in the main office of the Woodstock Elementary School.

David Richardson has talked to the auditors about the Board of Education using the non-lapsing account for health care costs. The auditors will be getting back to him on this.

12. Adjournment: David Hosmer, seconded by Glen Lessig, moved to adjourn at 8:55pm.

Motion passed.

Respectfully submitted,

Christine G. French, Clerk